

FGCA Board Meeting

**MINUTES**

October 2, 2023

Fairfield Community Place  
1330 Fairfield Road  
7:00pm – 9:00pm

<b>WELCOME &amp; ACKNOWLEDGEMENTS</b>
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7:00pm
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1. Land acknowledgment by Scott Davis
2. Community Voices
  - 2.1. Welcome prospective Board Member Vanessa Gelhaar
3. Call to Order. Establish Quorum (7/12)

<b>ACTION ITEMS / CITY COUNCIL</b>
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7:04pm
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4. Review action items from last meeting
  - 4.1. Any additional board members who would like to volunteer for the FGCA booth at Fall Fairfield to contact Vanya. Completed.
  - 4.2. Board members to advise Vanya regarding intention to stay on the Board and in committee positions. Completed.
  - 4.3. Board members standing for election to complete nomination forms and submit to Vanya at least five business days prior to the AGM.

<b>CONSENT AGENDA</b>
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7:06pm
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Any items to be removed from the consent agenda for discussion?

5. Confirmation of Agenda
6. Adopt minutes of September 11 board meeting
7. Approval of new members

Motion to approve the consent agenda: Move: Don. Second: Bianca. Carried

<b>OLD BUSINESS</b>
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7:10pm
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8. AGM October 24, 6:30-8:30pm
  - 8.1. The event will begin with food and mixing followed by staff recognition. Business portion

will start at 7:30.

<b>NEW BUSINESS</b>	7:14pm
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9. Incoming Board Correspondence

10. Board Executive Roles and Elections

- 10.1. Board positions are elected at the November meeting. Vanya will circulate position job profiles.

11. Board Orientation

- 11.1. Proposing a new format: time for new board members, then all board members, then committee chairs.
- 11.2. Board members present were surveyed for orientation time options: first Monday in December, another weeknight in November or December, or a weekend. Vanya will send a poll for members not in attendance.
- 11.3. Interest in a year-ahead planning staggered after orientation.

12. NIC Letters

- 12.1. Carrie provided background on the proposed BC Transit letter.
- 12.1.1. Cc Grace Lore, Rob Fleming and full CRD transit committee.
- 12.1.2. Minor revisions for requests clarity.

Motion to send updated BC Transit letter. Moved: Don. Second: Scott. Carried.

- 12.2. Carrie provided background on the proposed letter to the City of Vancouver regarding Overnight Sheltering in Parks

Motion to send the City of Vancouver letter. Moved: Carrie. Second: Don. Carried.

- 12.3. NIC continues to look for new members.

- 12.4. Welcome to potential board member Hayley Lapalme.

Motion to go in camera. Move: Second:

<b>IN CAMERA</b>	7:43pm
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13. BC Legislature RFP for child care centre.

14. Board member continuation.

Motion to go out of camera. Move: Bianca. Second: Don. Carried.

<b>REPORTS</b>	8:01pm
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15. Committee Reports (including overview of committee by each chair)

15.1. Executive Director's report

15.1.1. ED Hiring Update – in progress.

15.1.2. Fall Fairfield

- Ashley sending survey to board members in attendance.
- Discussion on impact of weather warning and need for more free, community-focused activities.
- Considering offering a Gonzalez-based event and overall Fairfield-based branding. This will be added to an upcoming agenda.

15.2. Finance Committee

15.2.1. Are there any outstanding bills? None.

15.2.2. Next meeting:

15.3. Executive Committee

15.3.1. Next meeting: No meeting this month.

15.4. Governance Committee

15.4.1. Looking for other committees to suggest potential work crossover opportunities.

15.4.2. Refreshing the strategic plan.

15.4.3. Next meeting:

15.5. CALUC

15.5.1. Next meeting: October 23, 7:00pm

15.6. Neighbourhood Improvement Committee

15.6.1. Next meeting: October 16, 6:30pm

15.7. Place and Programs Committee

15.7.1. Next meeting:

15.8. VCAN

15.8.1. Upcoming AGM and executive vacancies. Don has accepted Co-Chair role and Secretary role will rotate between members if role cannot be filled.

15.8.2. Next meeting: October 26, 6:30pm

15.9. Communications consultant working group

15.9.1. Next meeting:

Motion to accept all reports. Move: Carrie. Second: Bianca. Carried.

<b>MEETING CONCLUSION</b>	8:20pm
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16. Summary of Action Items from this meeting.

- 16.1. Vanya will circulate Executive position descriptions.
- 16.2. Vanya will send a Board Orientation date poll for members not in attendance.
- 16.3. Vanya will add the events and branding item to an upcoming agenda.

17. Annual General Meeting: October 24, 6:30 pm  
November 6, 7:00pm

Motion to adjourn. Move: Carrie. Second: Scott. Carried.

**ATTENDANCE**

Meeting Calendar	2022		2023									
	Nov 7	Dec 5	Jan 9	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 10	Sep 11	Oct 2	
Anna Phelan	X	X	X	X	X	X	X	X	X	X	X	o
Ashley Fernandes	X	X	X	X	X	X	X	X	X	X	X	X
Bianca Wallace	X	X	X	X	X	X	X	X	o	o	X	X
Caitlin McGuire	LOA	LOA	LOA	X	X	o	X	X	X	X	o	o
Carrie Fuzi	X	X	o	X	X	X	X	X	X	X	X	X
Desiree Neufeld	-	-	-	-	-	-	-	-	-	-	X	X
Don Monsour	X	X	X	X	X	x	X	X	X	X	X	X
Joanna Fox	X	X	X	o	X	X	X	X	X	X	X	o
Mandy Leith	-	X	X	o	X	X	o	X	o	X	X	o
Philip Sawkins	X	X	o	X	X	X	X	X	o	X	X	o
Quinn Fletcher	X	X	X	X	X	o	X	o	X	X	X	X
Scott Davis	X	X	o	X	X	X	X	X	X	o	X	X
<b>Staff</b>												
Kristina Wilcox	-	X	X	X	X	X	X	X	X	X	LOA	LOA
Vanya McDonell	X	X	X	X	o	X	X	X	X	o	X	X
<b>City Reps</b>	1	1	2	2	2	2	2	2	2	1	1	-
<b>Public</b>	1	-	1	2	1	1	1	1	2	3	4	2

X

X

Director

Director